

What is claimed is:

1. A scan template, comprising:
a media sheet having printed thereon a figure; and
a machine-readable identifier disposed on the media sheet specifying a size, shape, and location on the sheet of the figure.
2. The scan template of claim 1, wherein the figure comprises a plurality of figures and the identifier comprises a single identifier identifying a size, shape, and location on the sheet of each of the figures.
3. The scan template of claim 1, wherein the identifier comprises an identifier identifying a size, shape, and location on the sheet of the figure and a destination to which an image scanned from the template will be transmitted.
4. The scan template of claim 1, wherein the first machine-readable identifier further comprises one or more data formats for data corresponding to the figure.
5. A scan template, comprising:
a media sheet;
a figure printed on the sheet;
a first machine-readable identifier on the sheet identifying a size, shape, and location on the sheet of the figure; and
a second machine-readable identifier on the sheet identifying a destination to which an image scanned from the template will be transmitted.
6. The scan template of claim 5, wherein the identifiers are printed on the sheet.

7. The template of claim 5, wherein the identifiers are affixed to the sheet.
8. The scan template of claim 5, wherein the first machine-readable identifier specifies the location of the second machine-readable identifier.
9. A scan template comprising:
 - a means for receiving a hardcopy image thereon for scanning; and
 - a means for specifying a location, size, and shape of the receiving means.
10. The scan template of claim 9, further comprising a means for specifying one or more data formats for data corresponding to the receiving means.
11. The scan template of claim 9, further comprising a means for specifying one or more destination addresses for receiving data corresponding to the receiving means.
12. A computer-usable media containing computer-readable instructions for printing on a sheet a figure and a machine-readable identifier specifying a size, shape, and location on the sheet of the figure.
13. The computer-usable media of claim 12, wherein the instructions for printing a figure comprise instructions for printing a plurality of figures and the instructions for printing a machine-readable identifier comprise instructions for printing a single identifier identifying a size, shape, and location on the sheet of each of the figures.
14. The computer-usable media of claim 12, wherein the instructions for printing a machine-readable identifier comprise instructions for printing an identifier identifying a size, shape, and location on the sheet of the figure and a destination to which an image scanned from the template will be transmitted.

15. A computer-usable media containing computer-readable instructions for printing on a sheet:

a figure;

a first machine-readable identifier identifying a size, shape, and location on the sheet of the figure; and

a second machine-readable identifier identifying a destination to which an image scanned from the template will be transmitted.

16. A computer-usable media containing computer-readable instructions for causing a digital transmitter to perform a method, wherein the method comprises:

decoding a first machine-readable identifier of a template scanned into the digital transmitter, wherein the first machine-readable identifier is contained within data corresponding to the template; and

creating a data file from a portion of the data corresponding to the template that corresponds to a figure printed on the template, wherein the first machine-readable identifier specifies a size, shape, and location on the template of the figure.

17. The computer-usable media of claim 16, wherein the method further comprises sending the data file to one or more destination addresses specified in the first machine-readable identifier.

18. The computer-usable media of claim 16, wherein the method further comprises locating a second machine-readable identifier of the template according to information contained in the first machine-readable identifier, wherein the second machine-readable identifier comprises one or more destination addresses for receiving the data file.

19. The computer-usable media of claim 18, wherein the method further comprises sending the data file to the one or more destination addresses specified in the second machine-readable identifier.

20. The computer-usable media of claim 16, wherein the method further comprises formatting the data file into one or more data formats specified in the first machine-readable identifier.

21. A computer-usable media containing computer-readable instructions for causing a computer to perform a method for creating a scan template, the method comprising:

creating a figure on the scan template;

encoding information that specifies a size, shape, and location on the scan template of the figure into a first machine-readable identifier;

adding the first machine-readable identifier to the scan template; and

sending data corresponding to the scan template, including data corresponding to the first machine-readable identifier, to a printer.

22. The computer-usable media of claim 21, wherein the method further comprises before sending the data corresponding to the scan template to the printer:

encoding one or more destination addresses for receiving data corresponding to the figure into a second machine-readable identifier;

adding the second machine-readable identifier to the scan template; and

encoding information into the first machine-readable identifier that specifies the location of the second machine-readable identifier on the scan template.

23. The computer-usable media of claim 21, wherein the method further comprises encoding one or more destination addresses for receiving data corresponding to the figure into the first machine-readable identifier.

24. The computer-usable media of claim 21, wherein the method further comprises encoding one or more data formats for data corresponding to the figure into the first machine-readable identifier.

25. A digital transmitter comprising:

a scanner; and

a controller connected to the scanner, the controller adapted to cause the digital transmitter to perform a method, the method comprising:

decoding a machine-readable identifier of a template scanned into the digital transmitter by the scanner, wherein the machine-readable identifier is contained within data corresponding to the template that is received at the controller from the scanner; and

creating a data file from a portion of the data corresponding to the template that corresponds to a figure printed on the template, wherein the first machine-readable identifier specifies a size, shape, and location on the template of the figure.

26. A digital copier comprising:

a scanner;

a digitizer connected to the scanner; and

a controller connected to the digitizer, the controller adapted to cause the digital copier to perform a method, the method comprising:

decoding a first machine-readable identifier of a template scanned into the digital copier by the scanner, wherein the first machine-readable identifier is contained within data corresponding to the template that is received at the controller from the digitizer; and

creating a data file from a portion of the data corresponding to the template that corresponds to a figure printed on the template, wherein the first machine-readable identifier specifies a size, shape, and location on the template of the figure.